

Parts Standardization and Management Committee (PSMC)
Fall Session – November 13-17, 2000
Sandestin, Florida

Attendees:

Sam Merritt	DLA/DSCC, Government Co-Chair	(614) 692-3965 samuel_merritt@dsccl.dla.mil
Steve Parker	SCI, Industry Co-Chair	(256) 882-4222 steve.parker@sci.com
Joseph Hartline	ARINC, Senior Manager	(410) 266-4807 jhartline@arinc.com
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Lee Gray	Army AMCOM	(931) 433-6126 lee.gray@RDEC.tedstone.army.mil
Dan McLeod	Navy/NAVAIR, Military Co-Chair	(732) 323-7107 mcleoddb@navair.navy.mil
Jamie Gluza	NAVAIR	(732) 323-1333 gluzajl@navair.navy.mil
Elbert Smith	Morgan Research Group	(256) 842-0702 elbert.smith@rdec.redstone.army.mil
Alan Howard	PartMiner	(662) 324-8050
Malcolm Baca	TacTech	(714) 824-7676 email.mal.baca@iz.com
Dinh Hoang	Lockheed Martin Aero	(817) 763-4178 dinh.n.hoang@lmco.com
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Rick Cleveland	MTI	(850) 664-6070
Elton Minney	TASC	

Tuesday, November 14, 2000

1. The General Session Meeting was called to order at 8:45 a.m. by Sam Merritt, Government Co-Chair, who gave a brief overview of the Agenda for this session.
2. Introduction and Administrative Remarks: Sam Merritt asked each one in attendance to introduce themselves to the group at large.
3. Mr. Lee Gray gave a brief overview of administrative support services and property services in Sandestin.
3. Results of Chairman Elections:
 - a. Election results were previously sent to members via email. Sam Merritt announced new subcommittee chairs: Dan McLeod, Military Co-Chair; Jamie Gluza, Marketing Subcommittee Chair; Joseph Hartline, DMS Subcommittee Chair; Steve Parker, Industry Co-Chair.

- b. Each subcommittee chair gave a brief overview of the goals for his subcommittee and asked for inputs or suggestions for subcommittee objectives.
 - c. Sam Merritt and committee recognized the former subcommittee chairs and thanked them for their work for the last two years.
- 4. Reports from Executive Steering Committee Meeting: An overview of the PSMC Executive Steering Committee held Monday afternoon (Nov. 13, 2000) was given. Minutes can be obtained through the PSMC website <http://www.dscc.dla.mil/psmc> or contact Sam Merritt for a copy.
 - a. Lee Gray gave a review of some of the marketing materials purchased which will be used to increase PSMC awareness among government and industry organizations.
 - b. Sam Merritt briefly discussed the new PSMC website and the improvements made such as addition of subcommittee information to the website which include agenda and subcommittee items for review.
- 5. Spring and Fall 2001 meeting locations and dates: Sam Merritt announced the next committee meeting would be held April 23-27, 2000 in Springfield, Virginia at the Hilton. The fall meeting will be in November in San Diego, California.
- 6. Review/comments on last meeting minutes:
 - a. Sam Merritt reviewed the action items from last steering committee meeting.
 - b. Business cards for all committee chairs have been obtained. Members will receive them after the meeting.
 - c. New PSMC brochure. Members were asked to distribute brochures when possible at various industry or government conferences they attend.
- 7. Lee Gray recognized Elbert Smith from Morgan Research Group for his efforts and work to get marketing materials and support for PSMC functions.
- 8. Committee members discussed financial participation of industry. Members were asked to consider more options for financial participation to defray some of the conference costs, such as support with equipment, printed documentation, and materials for sessions. This type of financial participation such as the LCD supplied by Joseph Hartline from ARINC has been extremely helpful to keep the budget costs low.
- 9. Subcommittee overview: Sam Merritt asked each subcommittee chair to briefly review their objectives and agenda for subcommittee breakout sessions.
 - a. **PEM (Plastic Encapsulated Microcircuits) subcommittee - Steve Parker** – Discuss renaming committee to PEM/COTS. Wants to expand focus into renaming PEM subcommittee to incorporate a wider range of objectives. Re-establish objectives for committee. Promoting parts commonality within the database. Members were encouraged to review database and help to promote submission of parts listings from industry.
 - b. **MPCASS (Modernized Parts Control Automated Support System) subcommittee - Carl Muncy** - Plan to review and revise MPCASS remote access guide. Create or revise an updated FSC listing for distribution and inclusion to the PSMC web page. Ad-hoc discussion of parts management problems. Carl Muncy also briefly discussed the Common Parts List – listing extracted from MPCASS mainframe system. This listing is available on the PSMC website under Common Parts Listing.

One of the objectives of the committee is promoting part process commonality and could be achieved by using this Common Parts Listing as well as industry submitting any parts listing to increase the database system. Members were urged to submit their parts listing to the MPCASS system.

- c. **Marketing subcommittee – Jamie Gluza** - solicited participation to rejuvenate marketing subcommittee tasks. Will update and create a mass mailing list in order to increase advance notification about meetings and to solicit more industry and government participation. Committee was also tasked to research possible industry and government conferences for PSMC to attend. Will review and update 1997 PM presentation as marketing tool for future conferences.
 - d. **DMSMS (Diminishing Manufacturing Sources and Material Shortages) subcommittee – Joseph Hartline** - will review current charter and initiate a discussion on the committee's philosophy and objectives. Form Fit Function Interchangeable Item (F3I) – mechanism to incorporate existing parts and utilizing parts available through a common parts stream. Will review successes in the industry with this concept as well as target the problem areas such as electronic parts industry.
 - e. **Education/Certification subcommittee – Cindy Morrison** - Completed education document which may be published in time for spring session. Continuing efforts to publish a training guide as well as reviewing the SD-7 documentation.
10. **Charter subcommittee - Lee Gray** – had no new business or comments. Asked for members to submit their comments or changes. Charter can be reviewed on the PSMC website.
11. SD-7 Documentation: William Lee briefly summarized the SD-7 documentation project. Mr. Lee proposed to forward the current version to Carla Jenkins, DSPO, for submitting to contracting for final formatting so it can be ready for final comments by January or February 2001 and completed to coincide with MIL-HDBK-512 before spring session. Members discussed the timelines for review of current redline version and formal comment period for documentation.
- Action: William Lee will forward an electronic red-lined and final draft version of SD-7 to Sam Merritt. SD-7 document along with the fall session meeting minutes will be sent to committee members for review. William Lee will coordinate with Carla Jenkins, DSPO on updated timeline for completion of SD-7. Members agreed on a 45-day comment period for re-formatted document. Carla Jenkins from DSPO will coordinate all comments and revisions.
12. Sam Merritt announced speaker changes to fall meeting presentations.
13. Open discussion and new business: The committee discussed future speakers and presentation recommendations and ideas:

Contractor Depot Maintenance. What is PSMC's role in changes to the acquisition activity due to depot maintenance removal? Committee discussed the impact of changes to depot maintenance switching to contractor work.

Suggested various topics relating to the new philosophy of doing business with Army acquisition programs. Consider speakers from PM Mobile Electric Power.

Moving logistical Material Release Orders (MRO) out to prime contractor. Lockheed as prime contractor vs. Air Force and DOD

Suggested George Sacriolios (spelling), Lockheed Martin as speaker.

Boeing presentation. Concepts of multitude of data systems and parts after acquisitions.

Joseph Hartline to contact presenter.

Find industry representatives to discuss Contractor Logistics Support (CLS) issues.

Sam Merritt suggested having a presentation on an organization that is already using contractor logistic support such as Global Combat Service Support GCSS program – Army, Air Force, Navy.

How information technology affects parts standardization and parts management . The changes of IT and future possibilities of technology environment directly affect parts standardization and parts management. Invite representatives from leading information technology industry.
Malcolm Baca offered to forward possible speakers from Lockheed Martin to Lee Gray.

14. Presentations: All presentations will be included in the PSMC website at <http://www.dscc.dla.mil/psmc> for future reference.
 - a. Parts Management Rapid Improvement Team (RIT)
“Accelerating and Managing Change in DoD”
Mr. William E. Mounts (presented by Elton Minney, TASC
Director, International and Commercial Systems Acquisition and Change Management Center Lead
Website: www.acq.osd.mil/ar/cbe
 - b. TacTech
“How to Standardize DMS Management and Work Process Flow.”
Malcolm Baca
Website: <http://www.tactech.com>
Full presentation will be forwarded by TacTech to Lee Gray for inclusion to the PSMC website.
 - c. Overview of MIL-HDBK-512
DOD Handbook – “Parts Management”
Dan McLeod, NAVAIR
Full presentation available on the PSMC website at: <http://www.dscc.dla.mil/psmc>
 - d. [“Single-Process Initiative \(SPI\)”](#)
Dinh Hoang, Lockheed Martin Aero
Full presentation available on the PSMC website at: <http://www.dscc.dla.mil/psmc>
15. Speakers were presented with gifts of appreciation for their presentations.
16. Meeting was adjourned after presentations were completed.

Wednesday and Thursday, November 15-16, 2000

17. Session was called to order and Sam Merritt introduced speakers for presentations. Speakers were presented with gifts of appreciation after their presentations.
18. Sam Merritt provided a [survey](#) to participants to obtain feedback on attendance at future meetings and how to improve committee meetings.
 - a. Presentations:
“Total Parts Plus”
Rick Cleveland, MTI
Full presentation available on the PSMC website at: <http://www.dscc.dla.mil/psmc>

“SD-18, Defense Standardization Program Guide for Parts Requirements and Applications”

Dan Quearry, NAVSEA Crane

Full presentation will be forwarded to Sam Merritt and made available on the PSMC website at:

<http://www.dscc.dla.mil/psmc>

19. Subcommittees convened to their respective breakout sessions. Minutes of each subcommittee breakouts will be submitted for inclusion into overall session minutes.

20. Subcommittee breakout session minutes:

DMSMS (Diminishing Manufacturing Sources and Material Shortages) subcommittee:

Attendees: Joe Hartline (Chairperson)
Steve Parker
Dan Quearry
Doug Casanova
Robert York
Neal Gorden
Dinh Hoang
Paul Carlton

Background:

- The subcommittee convened to discuss past, present and future actions.
- The current charter cites the primary function of the subcommittee is to compile tools for the resolution of DMSMS issues and communicate those tools to the DoD population.
- The subcommittee chair elected to dismiss the present charter and elicit understanding from the attendees.
- The following salient points describe the discussion and will be implemented:

Discussion:

- Commercial tools and databases are available from MTI, I2/TacTec, PartsMiner, and ARINC
 - The sources are aimed primarily at electronic components
 - Access is limited to available revenue
 - The sources are mutually exclusive
 - There is no DoD-wide database/tool compiling relevant information to equipment users
 - There is no DoD-wide direction to compile and execute a single source
- GEIA G-12 committee has completed a Best Practices Manual for Industry for Parts Management - This manual should be included in the PSMC lexicon

Discussion:

- DMEA has published a Best Practices Manual for Program Managers - a guide to DMSMS mitigation - this manual should be disseminated to the PSMC.
- There is fragmentation among the services with each service approaching DMSMS with different approaches and guidance.
- The Tri-service culture limits “joint” solutions - NIH; this perception must change.

Discussion:

- There needs to be a top-level plan for DMSMS; this plan may be best hosted by DLA as a principle stakeholder - DLA is the touchstone for DMSMS and should be the implementer of resolution.
 - Survey new programs for common system & DMS planning.
 - Determine database use, loading, and execution.
 - Establish a threshold for DMSMS staffing and economics of use - small systems and small vendors suffer from present cost of execution.

- The policy/plan should not be limited to the piece part level - it should include sub-sys, sys, and end-items.

Discussion:

- Concept: Supportability planning -throwaway boards - accumulate failed boards and ship to a source-of-repair for best economic disposition.
- Avionics Working Group (AWG), an international group working on selection of parts
 - Boeing/Honeywell
 - Commercial parts in extreme environments
 - Published a Parts Mgt Guide
 - Published an Upscreening Guide
- Low voltage, less the 5v, parts are being discontinued at a rapid rate - will become a critical issue

Recommendations:

- Invite the following to the 2001 Spring meeting:
 - Boeing - Corporate level standardization of parts and design processes
 - NAVAIR 4.56, Aging Aircraft Initiative
 - OC-ALC Aging Aircraft
 - AMCOM Apache Recapitalization by Boeing

Marketing Subcommittee:

Attendees: Jamie Gluza (Chairperson)
 Dan McLeod
 Sam Merritt
 Cindy Morrison
 Bill Lee
 Dave Fitzgerald
 Lee Gray
 Elbert Smith

- The issue of trying to increase PSMC interest and membership was discussed. It was decided to “advertise” the PSMC through a mass mailing prior to the official announcement for the Spring Meeting. This may help give potential members more time to plan for participation. The mailing package will include a summary from this meeting, info on upcoming meetings, info on the Webpage, etc. All members should forward any names/addresses to Jamie. They will be added to the current PSMC mailing list. Action: Jamie to coordinate with Sam.
- Sam suggested that we advertise our group by putting a summary of our meetings in the DSP Standardization Journal. Jamie to submit summary from this meeting along with the info for upcoming Spring Meeting to Sharon Strickland (DSP) (703) 767-6870. (NLT 15 Dec 00)
- Bill Lee has the action to provide copies of the Standardization Journal at the next PSMC.
- Discussion on getting other Services/Program Office involvement – like NAVSEA (i.e., Does the new DD-21 Ship, Advanced Gun System (AGS) have PM requirements?). Dan has action to contact Rob Zwiren (NAVSEA) to try to see if we can get some participation.
- Jamie suggested to find out if the PSMC Webpage could be subscribed to for automatic notification when there is an information update. Sam contacted Steve Wilcox at DSCC and thinks it can be done, but needs to investigate it further. Sam has the follow up action.

- It was discussed whether the current PSMC canned pitch needs to be updated. Sam has the most recent edition. He will forward it to the Marketing committee for review. Jamie will coordinate.
- It was suggested that a short video be produced emphasizing the importance of parts management in today's environment. It would be used as a tool to market upper management, both in DOD and Industry. Suggestion was made that Greg Saunders be approached to do the video. Cindy and Dave will survey their respective companies to see if resources would be available to produce a video. Jamie or Dan will contact Carla Jenkins for her input/suggestions/assistance.
- Lee suggested that we get visibility by listing the PSMC Website in some trade magazines. Lee has action to check into this further (see how it's done) with "Government Executive". Other possible publications are the "Program Manger" and "Defense Systems Management College" magazines. The committee will pursue others.
- Marketing participation in trade shows/expos was discussed. Dave is checking into the Association of the United States Army (AUSA) show (Wash, D.C - Oct timeframe). Bill has the action to check with Rick Rodemer (Defense Automation & Production Center- DAPS) for potential audiences.
- Lee suggested that we discuss and look in to the future direction of the PSMC. Need to identify possible new areas that fit under our goals/mission. Elbert Smith introduced the topic of STANAGS (Standardization Agreements) and their need for a cross-reference for Program Offices to use. Another suggestion was to develop an interactive database type guidebook that would lead a contractor down a path to develop a parts management program.

Education/Certification subcommittee:

Attendees: Cindy Morrison (Chairperson)
 Jamie Gluza
 Dan McLeod
 Lee Gray
 Elton Smith
 Sam Merritt

- The Committee reviewed the Training Guide outline that had been prepared at a previous meeting. This guide is intended to correspond with the Education Document (SD-7). It was decided that because the SD-7 is still under review and coordination, work on the Training Guide would be put on hold until the SD-7 was more complete.
- Bill Lee has the action to supply the latest red-lined version of SD-7 (Education Document) to Sam to be distributed to the PSMC with the minutes. All committee members have the action to begin reviewing the draft document and prepare comments. In the mean time, Bill will also give the document to Carla Jenkins for formatting and official coordination. When the formatted draft is distributed to the PSMC, there will be a 45-day coordination period for comments to be submitted. After comment resolution, the document will be published.
- The Education Committee began a preliminary review of the Draft SD-7. The Committee feels the document needs to be reviewed for value added content. The group also discussed the actual name of the document. A suggestion was made to call it some type of a guide such as "A Guide for the Implementation of a Parts Management Program."

MPCASS/Industry & Corporate Business subcommittee:

Attendees: Carl Muncy (Chairperson)
Glenna MacArthur
Jimmie L Thomas
Carl Persak
Chuck Martin
Thomas Kenney
David Fitzgerald
William Lee

- The sub-committee meeting was convened Wednesday morning and the following topics were discussed:
- The MPCASS Ready Reference Guide was reviewed and changes made to bring it up to date. This will be a major revision as DLA is no longer using the dial back system this document was written around. Expected timeframe for the draft to be completed is 30 Jan 01.
- The second topic discussed was the Engineering Item Code table that is located on the DSCC website. Of particular interest was the FSC listing contained in the table. There were some discrepancies noted and some enhancements suggested. There were six DSCP FSCs that were found missing (these were added some time this year) and it was suggested that the center responsible for the evaluation be spelled found ILO using the I, E, and G letter that is currently used.
- The third topic discussed concerned part standardization metrics between the MPCAGS and the Crusader Team and ideas/suggested were exchanged.
- The last item discussed was Cost Avoidance for non-traditional reviews and was a MPCAG only forum.

PEM Subcommittee:

Attendees: Steve Parker (Chairperson) Steve Parker chaired the subcommittee in the absence of John Becker.
Dan Quearry
Robert Yorke
Dinh Hoang
Paul Carlton
Joe Hartline
Neal Gorden
Yvonne Evans
Doug Casanova
Steve Parker
Alphonso Barr

Issues discussed:

- General discussion of PEM and Commercial Off The Shelf (COTS) usage.
 - Discussed the problems with moisture in plastic parts. The issue is not so much the contamination of plastic parts because plastic is better and hardware is used enough to burn off moisture, but rather more an issue of "popcorning" during the manufacturing process. Users need to be aware of the problems they must address in this area.

- Discussions concerning the need for government customers to include a viable parts management program as part of their contract requirements.
 - Explore establishing a data exchange system for PEM/COTS usage and qualifications.
 - Include “lessons learned” on the use of PEMs on PSMC website for collaborative reference by industry and government organizations.
 - Establish working relationship with G-12 Committee (Electronic Industrial Association for Microcircuits).
 - Research the possibility of publishing information on selecting, testing, use, qualification of PEMS/COTS to PSMC website.
21. The ad-hoc Charter Subcommittee did not report. Sam Merritt asked that any comments concerning Charter subcommittee should be forwarded to Lee Gray, subcommittee chair.
22. Committee reconvened for post-subcommittee breakout discussions and wrap up. Each subcommittee briefly presented a synopsis of their sessions. Details of subcommittee meetings are provided in session minutes.
23. There being no further business the general session was adjourned.